



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Janitorial
Early Learning Program (ELP)

OPEN: May 11, 2022

EXEMPT: No

SALARY: (5) \$14.35- \$16.07/hr. DOE

SHIFT: Days, Hours as Assigned

LOCATION: ELP Center

DURATION: Regular Full-Time

CLOSES: May 18, 2022

JOB CODE: 700

DIVISION: Education

DEPARTMENT: ELP

SUPERVISOR: Maintenance/Janitorial Lead

VACANCIES:1

JOB SUMMARY: Under the direct supervision of Early Learning Lead Maintenance and Janitorial, this position requires candidate meet all health and safety standards set forth by ELP and Washington State Dept of Early Learning (DEL) for licensing Child Care Centers. Learn and follow Covid Policies from Lummi Indian Health, LIBC Policies, Education Department and Lummi Early Learning Program Policies.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Daily: sweep, mop, and empty garbage of 10 classrooms.
2. Clean and sanitize classroom bathrooms and refill toilet paper, paper towels, and hand soap.
3. Daily clean, mop and sanitize all adult bathrooms.
4. Daily sweep and mop kitchen.
5. Vacuum all carpeted areas.
6. Submit order for janitorial materials to supervisor as needed.
7. Other work orders as needed by supervisor.

MINIMUM QUALIFICATIONS:

- High School Diploma or GED
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Must be able to work independently, with little supervision
- Able to use cleaning chemicals properly and safely
- Must keep accurate job logs of cleaning.
- Great communication skills a must.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol-Free Workplace Policy.
- This position requires regular contact with or Control over Indian Children and is therefore subject to an extensive Criminal Background Check and CAMIS Check.
- Must have food handler's certificate or acquire within 3 months of hire.
- Must have HIV/AIDS and blood borne pathogen training.
- Must have first aid and CPR training, or willing to acquire within 3 months of hire.
- Must have a TB upon hire.
- Must be fully vaccinated for COVID-19 including two (2) doses of a 2-dose series, or one (1) dose of a 1-dose series, plus 14 days beyond the final dose prior to the start date.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.